



New Third-Party Administrator for Family and Medical Leave

New Leave Process. On July 1, 2015, the Department of Administrative Services (DAS) implemented a new leave administration process for the Family and Medical Leave Act (FMLA) handled through a third-party administrator. The Reed Group Ltd., based in Westminster, Colorado, will serve as the agent for Iowa and must be notified of absences that may be FMLA-qualifying.

Federal Act. The FMLA is a federally-mandated job protection for employees that are absent from work because of an FMLA-qualifying reason including:

- Birth, adoption, or foster placement of a child
- Employee has a serious health condition
- Care for spouse, parent, or child under age 18 with a serious health condition
- Military family leave
- Care for ill or injured covered service member or veteran
- Qualifying exigency (employee's spouse, parent, or child is a military member)

Fee Increase. On August 11, 2014, the DAS Customer Council met and approved the DAS business plan that included utility rate increases for FY 2016 and FY 2017. The Customer Council is a group of employee representatives from large, medium, and small State agencies. Included in the rate increases was a new fee for the FMLA Third-Party Administrator. The rate of \$19.20 per FTE position, per agency, will be used to fund the FY 2016 costs incurred by the Reed Group. The Judicial Branch is also participating in the contract. The estimated revenue generated from the fee in FY 2016 will be approximately \$386,000, or \$32,167 per month.

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